

**MINUTES OF THE REGULAR MEETING
FEBRUARY 22, 2016
WARWICK TOWNSHIP WATER AND SEWER AUTHORITY**

The regular February 22, 2016 meeting of the Warwick Township Water and Sewer Authority was called to order at 7:00 p.m. by Chairman Paul Stavrides. The following Board members were present, Secretary John Sklencar, and Secretary/Treasurer, Edward Thompson. Vice Chairman Richard Carlin and Member Stan Rockovich were excused from attendance.

Also present at the invitation of the Board were the following:

Michael Sullivan, Executive Director
Edward Rudolph, Esq., Rudolph Clarke LLC
Frederick Ebert, P.E., Ebert Engineering

MINUTES

Upon motion of Mr. Sklencar, seconded by Mr. Thompson, the Board approved the minutes of the January 25, 2016 board meeting by a vote of 3-0.

PUBLIC COMMENT

- A. Confirmed Appointments – There were no confirmed appointments.
- B. From the Floor – None

FINANCIAL REPORT

Mr. Sullivan briefly reviewed the financial report with the Board.

The 2015 Audit review is complete and a meeting will be scheduled with the Authority's Finance Committee to review the information. The Draft Financial Statement will be presented at the March 28, 2016 meeting.

TREASURER'S REPORT

Requisitions

On motion of Mr. Sklencar, seconded by Mr. Thompson, Requisition No. 83 a transfer of \$8,226.10 from the BRIF Funds to Operating Account was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Requisition No. 84, a transfer of \$247,572.08 from the Revenue Funds to Operating Account was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bill Payment List 02/16-A in the amount of \$203,198.18 was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bond Construction Fund Requisition #51 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$10,849.00 was approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Bond Construction Fund Requisition #52 for Ebert Engineering for Fish Creek WWTP Upgrade Phase II in the amount of \$358.17 was approved 3-0.

Releases

On motion of Mr. Sklencar, seconded by Mr. Thompson, Professional Services Releases (TD Bank) in the total amount of \$2,946.52 were approved 3-0.

On motion of Mr. Sklencar, seconded by Mr. Thompson, Escrow releases and professional service invoices (pending) in the amount of \$5,137.89 were approved 3-0.

SOLICITOR'S REPORT

Authority Business

Mr. Rudolph referred the Board to his written report. Mr. Rudolph provided a brief update related to litigation matters.

Developments

The Authority Solicitor referred the Board to his written report.

ENGINEER'S REPORT

Authority Projects

The Authority's engineer generally reviewed the projects within the written engineering report.

Route 263 Improvements – The water and sewer construction of the project is nearing completion. The contractor is working on the punchlist items.

Fish Creek Sewage Treatment Plant Upgrade – Mr. Ebert and staff are working with the contractors to finalize the shop drawings.

Chapter 94 Report – Mr. Ebert briefly reviewed the Chapter 94 report with the Board. He will present the final reports for the Boards review and approval at the March meeting.

TCE/Creek Road Water Main Extension – A meeting was held with Northampton Municipal Authority and CKS Engineers on February 5, 2016 to discuss the project. A value engineers design was done and submitted to the DEP which produced significant savings. Staff will meet with the PA DEP representatives to review the construction cost estimates and project time lines.

AUTHORITY REPORT

Operations – Executive Director

Operations Report – Water/Sewer – Mr. Sullivan referred the Board to the written operations reports.

Administrative – Executive Director

Electric/Sludge Hauling Invoices – The Board generally reviewed two of the largest operating expenses.

Resolution No. 2016-01 – Disposition of Records – On motion of Mr. Sklencar, seconded by Mr. Thompson, Resolution No. 2016-01 was approved by a vote of 3-0.

Ambulance Station – Mr. Sullivan generally discussed with the Board exchanging tapping fees in lieu of an easement across the Moland House Property with the Township.

Woodlands at Warwick – The effluent pump station is complete at the Country Crossing Waste Water Treatment Plant. On motion of Mr. Thompson, seconded by Mr. Sklencar, to release the existing Bond, pending professional review and approval, and replace with Financial Security were approved 3-0.

Harris Computer – Mr. Sullivan generally reviewed with the Board the iCloud online system. The proposal will be presented at a later meeting.

Developments – Executive Director

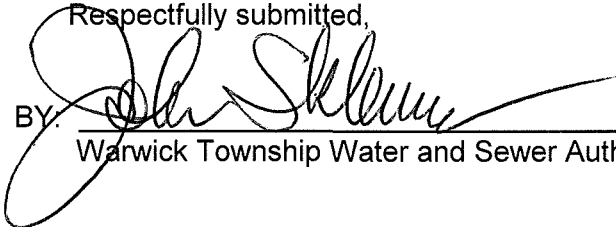
Various Correspondence – Mr. Sullivan referred the Board to the attached various correspondence.

CHAIRMAN'S MINUTE

A. Adjournment – There being no further business, the Board, upon motion of Mr. Sklencar, seconded by Mr. Thompson, and with a 3-0 aye vote, adjourned at 7:40 p.m.

Respectfully submitted,

BY:


Warwick Township Water and Sewer Authority